

PHONE: Local 206-296-5183 REF L1-L2
In WA 1-800-325-6165 ext 5183 FAX 206-296-0107 Date:
Outside WA 1-800-624-0875 ext 5183 TTY 206-296-7890 Initials:
Email: personal.property@metrokc.gov

Mailing Name and Address	If any information to the left has changed prior to January 1, 2000, please correct below:
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INSTRUCTIONS TO LESSORS FOR REPORTING LEASED PERSONAL PROPERTY

1. Lessee's name and specific location of equipment including room #.
2. Lease ID. (Lessor's internal identification number)
3. Lease Type (See reverse for instructions)
4. Retail selling price in King County.* The original price which a lessee would have paid for the same equipment available for purchase in King County including transportation and installation charges, at original date of lease.
5. Lease start date.
6. Length of lease.
7. Monthly Rental. Do not include maintenance, service or interest charges.
8. Cat code - category code assigned by King County for property depreciation.
9. Equipment description - Type/Use of equipment (i.e. Construction: general, logging, road. Office: general or electronic. Laundry: general or coin-operated.)
10. Lessor's cost. (Do not include sales tax.)
11. Date lessor acquired equipment.
12. Disp code - See reverse side for instructions. Complete on computerized printout.
13. Remarks - Please provide month, day and year of disposition and new location for asset(s) in storage in remarks column on computer printout.

Indicate newly leased, rented or loaned equipment (not previously reported) on the Schedule of Leased Equipment provided on the back of this form. Also please update information appearing on the attached computer report and return all forms. **DO NOT** include automobiles, trucks, airplanes or other mobile equipment on which state excise tax has been paid. **DO** include unlicensed mobile equipment and licensed equipment upon which motor vehicle excise tax has not been paid.

* **SPECIAL NOTICE: CURRENT STATUS OF LEASES IN EFFECT ON JANUARY 1, 1999 IS NEEDED. PLEASE SHOW ANY CHANGES IN LEASE STATUS IN THE DISPOSITION CODE COLUMN ON THE ATTACHED COMPUTER REPORT. SEE REVERSE SIDE FOR INSTRUCTIONS. PROVIDING US WITH THIS INFORMATION IS ESSENTIAL FOR COMPLETING YOUR 2000 ASSESSMENT.**

****** DUE APRIL 30, 2000******

This affidavit must be signed by an authorized agent or officer of the leasing company. The RCW 84.40.040 requires all lists and statements of personal property are due no later than **APRIL 30**. WAC 458-12-105 provides that when a listing appears to be fraudulent or willful failure to list, a complaint shall be filed with the prosecuting attorney by the assessor or the board of county commissioners for the collection of additional tax property due and, in addition, for a penalty of 100% of such tax.

AFFIDAVIT: I HEREBY SWEAR OR AFFIRM UNDER PENALTIES OF PERJURY THAT THIS RETURN (INCLUDING ANY ACCOMPANYING SCHEDULES AND STATEMENTS) HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS A TRUE, CORRECT, AND COMPLETE LISTING OF ALL TAXABLE PERSONAL PROPERTY IN KING COUNTY, OWNED, HELD OR CONTROLLED BY THE UNDERSIGNED TAXPAYER.

State of Incorporation: _____

DATE _____, 19__ TAXPAYER/OWNER _____
(Name Typed or Printed)

BY: _____ (signature) TITLE _____

TELEPHONE #'S Local/Long Distance _____ Toll Free _____ Fax # _____

Email Address: